# MISSOURI DEPARTMENT OF RELVENING



# State of Missouri Employer's Tax Guide

Starting a new business? The Missouri Department of Revenue and the Department of Labor and Industrial Relations,
Division of Employment Security, want to make starting your business as easy as possible.

Go to https://mytax.mo.gov/rptp/portal/business/register-newbusiness

to fill out the online registration.

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Website: <a href="http://dor.mo.gov/">http://dor.mo.gov/</a>

# General Information

Please refer to specific filing requirements and filing due dates each time you receive your Withholding Tax Voucher Book of reporting forms.

To ensure your tax records are protected and confidential, the Missouri Department of Revenue will not release tax information to anyone who is not listed in our records as an owner, partner, member, or officer for your business. If your partners, members, or officers change, you must update your registration with the Department by completing a Registration Change Request (Form 126), before tax information can be released to those new partners, members, or officers. Visit <a href="http://dor.mo.gov/forms/126.pdf">http://dor.mo.gov/forms/126.pdf</a> to obtain Form 126. If you would like the Department to release tax information to an accountant, tax preparer, or another individual who is not listed on your account, please complete a Power of Attorney (Form 2827), which can be found at <a href="http://dor.mo.gov/forms/2827.pdf">http://dor.mo.gov/forms/2827.pdf</a>.

### Filing and Payment Options

The Department, is no longer printing and mailing pre-printed voucher booklets. Employers may file and pay Employer's Return of Income Taxes Withheld (Form MO-941), online using a Credit Card or E-Check (Electronic Bank Draft), through their MyTax Missouri Portal account or by paper using Form MO-941 located on the Department's website.

Note: You must have a valid Missouri Tax I.D. and PIN Number to file and pay using this system, and must know the Filing Period for which you are filing. See description of payment methods and fees below.

<u>Electronic Bank Draft (E-Check)</u> By entering your bank routing number, checking account number, and your next check number, you can pay online. There will be a minimal handling fee per filing period or transaction to use this service.

<u>Credit Card</u> This filing and payment system accepts MasterCard, Discover, Visa, and American Express. The convenience fees listed below will be charged to your account for processing the credit card payment:

Amount of	<u>Convenience</u>
<u>Tax Paid</u> \$0.00–\$50.00	<u>Fees</u> \$1.25
\$50.01-\$75.00	\$1.75
\$75.01-\$100.00 \$100.01 or more	\$2.15 2.15%
\$100.01 of filore	2.13/0

Note: The handling and convenience fees included in these transactions are being paid to the third party vendor, JetPay, **not** to the Department. By accessing this filing and payment system, the user will be leaving Missouri's website and connecting to the website of JetPay, which is a secure and confidential website.

To file and pay online, please visit:

### https://mytax.mo.gov/rptp/portal/home/fileandpaybusinesstaxesonline

TXP Bank Project (TXP) TXP offers another option for filing your tax payments. It allows you to provide payment and report information to your bank. The bank, in turn, converts the information into a CCD+format that allows it to transfer your return information along with your authorized ACH credit to the Department. The option is available to any Missouri taxpayer filing a Form MO-941.

Why should you use an alternative filing method? By utilizing e-check, credit card, or TXP Bank Project for filing your withholding tax return, you eliminate the possibility of postal delays and possible late filing or payment fees and the cost and time to generate, sign, and mail returns and checks. The Department saves processing and data entry costs associated with paper filings.

To learn more about any of these alternative filing methods, please write the Missouri Department of Revenue, P.O. Box 543, Jefferson City, Missouri 65105-0543, e-mail elecfile@dor.mo.gov, or call (573) 751-8150. To obtain electronic filing information, access <a href="http://www.dor.mo.gov/business/electronic.php">http://www.dor.mo.gov/business/electronic.php</a>. Persons with speech or hearing impairments may use TTY (800) 735-2966 or fax (573) 526-1881.

# Filing a Return with No Tax to Report or Filing a Quarter-Monthly Reconciliation Online

If you have no employer withholding tax to report, you may visit <a href="https://mytax.mo.gov/rptp/portal/home/business/file-withholding-tax-return">https://mytax.mo.gov/rptp/portal/home/business/file-withholding-tax-return</a> to file a zero Form MO-941 electronically. You can also file your quarter-monthly reconciliation online at the same website.

### Withholding Formula

- Updated withholding tax information is included in each voucher book.
- The information is presented in an "easy to follow" worksheet to calculate withholding tax.
- Visit <a href="https://mytax.mo.gov/rptp/portal/home/withholding-calculator">https://mytax.mo.gov/rptp/portal/home/withholding-calculator</a> to try our online withholding tax calculator.

### Federal Income Tax Deduction

In the 2018 legislative session, House Bill 2540 was passed and amended Section 143.171, RSMo, related to the federal tax deduction. Effective for tax year 2020, the federal income tax deduction taxpayers may claim is prorated based on the taxpayer's Missouri adjusted gross income. In an attempt to ease implementation of the new withholding formula, the Department of Revenue chose to remove the federal tax deduction from the withholding tax calculation. This change may result in a small increase to the amount withheld from employee's paychecks. Any withholding in excess of the tax owed will be refunded after the taxpayer files their individual income tax return.

Missouri Adjusted Gross	Allowed Federal Income Tax
Income is	Deduction Percentage is
\$25,000 or less	35%
From \$25,001 to \$50,000	25%
From \$50,001 to \$100,000	15%
From \$100,001 to \$125,000	5%
\$125,001 or more	0%

Not to exceed \$5,000 for single taxpayers or \$10,000 for combined returns.

### Paperless Reporting

Effective January 1, 2018 for tax year 2017, Section 143.591, RSMo requires employers with 250 or more employees to submit the Transmittal of Tax Statements (Form MO W-3) and accompanying Form W-2's electronically

- The file must follow the Social Security Administration's EFW2 format along with Missouri modifications as outlined on page 9.
- The file must be submitted by February 1, 2021.
- A secure upload method will be provided by the Department.
- Visit <a href="http://www.dor.mo.gov/business/electronic.php">http://www.dor.mo.gov/business/electronic.php</a> for more information.

# Withholding Requirements for Nonresident Individual Partners and Shareholders

Partnerships and S corporations may be required to withhold Missouri income tax on nonresident individual partners and shareholders. If the partnership pays or credits amounts to nonresident individual partners as distributive shares of the partnership income for a taxable year of the partnership, or if the S corporation pays or credits amounts to nonresident individual shareholders as dividends or as their share of the S corporation's undistributed taxable income for the taxable year, withholding may be required. Withholding is not required if:

- 1. The nonresident partner or shareholder, not otherwise required to file a return, elects to have the Missouri income tax due paid as part of the partnership's or S corporation's composite return;
- The nonresident partner or shareholder, not otherwise required to file a return, had Missouri assignable federal adjusted gross income from the partnership or S corporation of less than \$1,200;
- 3. The partnership or S corporation is liquidated or terminated;
- Income was generated by a transaction related to termination or liquidation; or
- 5. No cash or property was distributed in the current or prior taxable year.

The required withholding must be remitted to the Department annually.

### Rounding on Missouri Returns

You must round the amounts that you withhold from your employees to the nearest whole dollar. For 1 cent through 49 cents, round down to the previous whole dollar amount (round \$32.49 down to \$32.00). For 50 cents through 99 cents, round up to the next whole dollar amount (round \$32.50 up to \$33.00). For your convenience, the zeros have already been placed in the cent columns on the returns.

To Request Forms:

Missouri Department of Revenue

Taxation Division P.O. Box 3022

Jefferson City, Missouri 65105-3022

Telephone: (800) 877-6881 Website: <a href="http://dor.mo.gov/">http://dor.mo.gov/</a>

<u>Information Concerning Registration:</u>

Missouri Department of Revenue

Taxation Division P.O. Box 3300

Jefferson City, Missouri 65105-3300

Telephone: (573) 751-5860

E-mail: businesstaxregister@dor.mo.gov

General Information Concerning Withholding Tax:

Missouri Department of Revenue

Taxation Division P.O. Box 3375

Jefferson City, Missouri 65105-3375

Telephone: (573) 751-3505 E-mail: withholding@dor.mo.gov

# Missouri Income Tax Withholding Instructions

### 1. Employers

An employer is any person, firm, corporation, association, fiduciary of any kind, or other type of organization for whom an individual performs services as an employee, unless the person or organization for whom the individual performs service does not have control of the payment of compensation for the service (Section 143.191, RSMo). The term employer means the person, including all government agencies, who controls the payment of the compensation.

An employer required to withhold Missouri income tax is personally liable for the tax. Any amount of tax actually deducted and withheld by an employer is a special fund in trust for the Director of Revenue (Section 143.241, RSMo). An employee does not have a right of action against the employer with respect to any money deducted and withheld from his or her wages if it is paid to the Director of Revenue in good faith compliance with the Missouri income tax law.

Transient Employers — <u>Section 285.230, RSMo</u>, requires transient employers who temporarily transact any business in Missouri to file a financial assurance instrument with the Department to secure payment of withholding taxes.

Transient Employer Defined — A transient employer is an employer as defined in Sections 143.191, 285.230, and **288.032, RSMo**, who: 1) makes payment of wages taxable under the Missouri Income Tax Law, the Workers' Compensation Law, and the Missouri Employment Security Law; 2) is not domiciled in Missouri; and 3) temporarily transacts any business within the state. If the transaction of business is not reasonably expected to continue for 24 consecutive months, the employer must register as a transient employer.

Section 143.183, RSMo, requires a venue (venue is the entity that pays the entertainer) to withhold 2 percent of the gross compensation paid to nonresident entertainers who perform in Missouri if the gross compensation per event is in excess of \$300. If the venue withholds 2 percent of the gross compensation paid, the nonresident entertainer is no longer required to comply with the transient employer laws previously defined. The venue must file a Form MO-2ENT for each individual entertainer who performs at the venue's location. Form MO-1ENT must be filed on a quarterly basis with the Department which provides a total reconciliation of payments for individual entertainers during the quarter.

If the venue does not withhold 2 percent of the gross compensation paid to the nonresident entertainer who performed in the state, the professional entertainer is responsible for registering as a transient employer. Please use the following formula to compute Missouri withholding tax:

### Total Performance Days in Missouri

Performance Days in MO/Total Performance Days for the Year = Missouri Income Percentage

Missouri Income Percentage x \*Total Income = Missouri Income Missouri Income x 5.4% = Missouri Withholding Tax

\*Total income includes regular professional entertainer salaries, wages, guaranteed payments, deferred payments, severance pay, and bonuses paid or any other compensation paid to the nonresident professional entertainer or business entity.

For more information concerning transient employers, contact the Department by e-mail at business tax register @dor.mo.gov or write the Taxation Division, P.O. Box 357, Jefferson City, MO 65105-0357.

Section 143.091, RSMo, states that any term used in Sections 143.011 to 143.996, RSMo, shall have the same meaning as when used in a comparable context in the laws of the United States relating to the federal income taxes, unless a different meaning is clearly required by the provisions of Sections 143.011 to 143.996, RSMo. Any reference in Sections 143.011 to 143.996, RSMo, to the laws of the United States shall mean the provisions of the laws of the United States relating to federal income taxes, as the same may be or become effective, at any time or from time to time, for the taxable year.

### 2. Employer Registration and I.D. Number

A. Employer to Register for Withholding

Every employer paying wages to an employee working in register with Missouri must the Department. **Employers** register electronically may https://mytax.mo.gov/rptp/portal/business/register-new-business or by completing a paper Missouri Tax Registration Application (Form 2643). A permanent registration number will be assigned. This number is not transferable and should be referred to in all reports and correspondence concerning Missouri income tax withholding. If you have filed the registration application and have a report and payment due before you receive your registration number, write "Applied For" in the "Missouri Tax I.D. Number" box, list the name of the business exactly as it is on the registration application, and file the report timely to take advantage of the compensation deduction and to avoid interest and additions to tax charges. A new application is required and a new Missouri Tax I.D. Number will be assigned when any change in ownership or ownership type occurs. An employer who receives a new Missouri Tax I.D. Number as a result of a change in ownership type, must file a Final Report (Form 5633), Registration or Exemption Change Request (Form 126) or indicated on the last Form MO-941 filed to close the former account. Failure to close the former account will cause Non-Filer Notices to be issued.

Note: If your business is only open for several months out of the year, you may register as a seasonal employer. As a seasonal employer, you will only be required to file a Form MO-941 for the periods that you indicated you will have employees on Form 2643. (You may be considered a transient employer. Please refer to paragraph 1, "Transient Employer Defined".)

### B. Change in Organization or Ownership

A new Missouri Tax I.D. Number is required for most organizational or ownership changes. Contact the Department if any change in organization or ownership occurs. A new Missouri Tax I.D. Number can be obtained by registering online at https://dors.mo.gov/tax/coreg/index.jsp or by completing a Form 2643. You may e-mail businesstaxregister@dor.mo.gov or you may call (573) 751-5860 for more information about registration requirements and how they apply to your specific situation.

# C. Employer With More Than One Payroll Unit — Complex Employer

If a consolidated report and remittance of the tax withheld cannot be made by the employer because of the complexity of the organization, branch offices or divisions may be designated as withholding agents. The withholding agents may perform the actual withholding and remitting. However, regardless of any internal arrangements that may be established by the complex employer, the legal responsibility and liability under the law still rests with the home office.

If the complex employer has designated withholding agents and the agents wish to claim the compensation deduction, only one agent is entitled to the full compensation deduction and the remaining agents are entitled to 1/2 percent compensation deduction of income taxes withheld if the returns are filed timely.

The home office must, in all cases, apply to the Department using a Form 2643 for a Missouri Tax I.D. Number so the deduction for compensation can be allowed.

### 3. Who are Employees?

The term "employee" for Missouri withholding purposes has the same meaning as it has for federal withholding (see Circular E, Employer's Tax Guide, published by the Internal Revenue Service). This definition is the same for Missouri residents and nonresidents.

### 4. What are Taxable Wages?

The term "wages" for Missouri income tax withholding purposes has the same meaning as it has for federal withholding (see Circular E, Employer's Tax Guide, published by the Internal Revenue Service). Wages include all pay given to an employee for services performed. The pay may be in cash or in other forms. Wages include salaries, vacation allowances, bonuses, and commissions, regardless of how measured or paid.

### A. Nonresident Employees Subject to Withholding

If a nonresident employee performs all services within Missouri, tax shall be withheld from all wages paid to him or her as in the case of a resident. If services are performed partly within and partly without the state, only wages paid for services performed within Missouri are subject to Missouri income tax withholding, provided the employee files with the employer a Certificate of Nonresidence or Allocation of Withholding Tax (Form MO W-4A). The employee may determine the portion of wages allocable to Missouri on the basis of the preceding year's experience.

If only a portion of an employee's wages is subject to Missouri income tax withholding, then the amount of Missouri tax required to be withheld is calculated using a percentage of the amount listed in the withholding tables. The calculation begins by determining the amount that would be withheld if all the wages were subject to Missouri withholding. This amount is then multiplied by a percentage that is determined by dividing the wages subject to Missouri withholding by the total federal wages.

Example: A nonresident earns \$20,000 in wages, \$12,000 from Missouri sources. Missouri withholding would be 60 percent (12,000 / 20,000 equals 60 percent) of the withholding required on \$20,000. Therefore, if \$100 per month should be withheld for an individual earning \$20,000, then for this nonresident, \$60 should be withheld each month ( $100 \times 60$  percent = \$60).

### B. Resident of Missouri Employed in Another State

A Missouri employer must withhold Missouri tax if its Missouri resident employee performs services in a state with an income tax rate that is lower than Missouri's. The employer will withhold and remit to Missouri the difference between the states' withholding requirements, unless the employee has completed Form MO W-4C, Withholding Affidavit for Missouri Residents. This form relieves the employer of the responsibility for filing and submitting the difference to Missouri and places the responsibility on the employee. The MO W-4C is not a required form; if the employee chooses not to complete the form, the employer is responsible for reporting the appropriate amount of withholding to Missouri. If only a portion of

an employee's wages is subject to Missouri withholding tax, then the amount of Missouri tax required to be withheld is calculated using a percentage of the amount listed in the withholding tables. The calculation begins by determining the amount that would be withheld if all the wages were subject to Missouri withholding. This amount is then multiplied by a percentage that is determined by dividing the wages subject to Missouri withholding tax by the total federal wages.

Employee Completes W-4C Example: The employee performs 40 percent of his or her services in Kansas. The remaining 60 percent of the employee's services are performed in Missouri.

If the total withholding on all earnings is \$40 per month, the actual withholding for Missouri would be  $$24 ($40 \times 60 \text{ percent} = $24)$ .

### C. Missouri Employer with Nonresident Employees

If a nonresident employee performs all services outside Missouri, his or her wages are not subject to Missouri withholding. A nonresident employee performing services in more than one state is subject to withholding as outlined in Section 4A.

Note: Missouri does not have a reciprocity agreement with any other state.

### D. Household Employees

Missouri follows federal guidelines regarding Household Employee(s). Refer to the Internal Revenue Service for additional information at <a href="http://www.irs.gov/">http://www.irs.gov/</a>.

Employer(s) of Household Employee(s) are not required to withhold income tax from wages paid to a Household Employee(s); however, this is an agreement made between the employer and employee. If the employee elects to have withholding tax withheld on their wages, complete the Tax Registration Application (Form 2643) found on our website at <a href="http://dor.mo.gov/business/">http://dor.mo.gov/business/</a> in order to report the taxes withheld on the Employer's Return of Income Taxes Withheld (Form MO-941).

For information concerning Business Tax Registration and the process to apply, as well as assistance for new businesses to understand all the requirements please visit our website at <a href="http://dor.mo.gov/business/register">http://dor.mo.gov/business/register</a>/. If you have additional questions or concerns, please contact the Business Tax Registration by e-mail at businesstaxregister@dor.mo.gov or (573) 751-5860.

### 5. Interstate Transportation Employees

A. Rail, Motor, and Private Motor Carriers

49 USC Sections 11502 and 14503 limit state taxation on wages of employees of rail, motor, and private motor carriers. Missouri withholding is required on rail, motor, and private motor carrier employees whose state of residence is Missouri. Employees of rail carriers and motor carriers who perform regularly assigned duties in more than one state are subject to state income tax only in their state of residency.

### B. Air and Water Carriers

49 USC Section 40116 limits taxation on wages of employees of air and water carriers to the employees' state of residence and to the state in which the employees earn more than 50 percent of the wages paid by the air or water carrier, if different from the state of residence.

### 6. Voluntary Withholding

A. Voluntary Withholding on Retirement, Pension, or Annuity Income

Every Missouri resident receiving retirement, pension, or annuity income in this state, may elect to have an amount withheld as a payment of state income tax provided such income is taxable

in this state. The recipient should determine the amount to be withheld and file Withholding Certificate for Pension or Annuity Statements (Form MO W-4P) with the administrator of his or her retirement, pension, or annuity plan. For further information call (573) 751-3505.

### B. Voluntary Withholding for Civil Service Annuitants

Civil service annuitants may elect to have state income taxes withheld from their regular annuity payments by contacting the Office of Personnel Management at (202) 606-0500.

Note: Visit <a href="http://dor.mo.gov/forms/">http://dor.mo.gov/forms/</a> for forms and more information about voluntary withholding.

# 7. Supplemental Wage Payments, Vacation Pay, Tips, and Lump Sum and Periodic Distributions

### A. Supplemental Wage Payments

If supplemental wages are paid (such as bonuses, commissions, severance pay, overtime pay, back pay, including retroactive wage increases, or reimbursements for nondeductible moving expenses) in the same payment with regular wages, withhold Missouri income tax as if the total of the supplemental and regular wages were a single wage payment for the regular payroll period.

If supplemental wages are paid in a payment separate from regular wages, the method of withholding Missouri income tax depends in part on whether you withhold income tax from the employee's regular wages.

If you withhold Missouri income tax from the employee's regular wages, you may choose one of two methods for withholding income tax on the supplemental wages:

- 1) Withhold a flat percentage rate of 5.4 percent of the supplemental wages.
- 2) Add the supplemental wages to the regular wages paid to the employee within the same calendar year for the payroll period and determine the income tax to be withheld as if the aggregate amount were one payment. Subtract the tax already withheld from the regular wage payment and withhold the remaining tax from the supplemental wage payment.

If you have not withheld income tax from the regular wages, you must use the method covered in Section 7, A.2. Add the supplemental wages to the regular wages paid within the same calendar year for the payroll period and withhold income tax on the total amount as if the supplemental wages and regular wages were one payment for a regular payroll period.

### B. Vacation Pay

If an employee receives vacation pay for an absence, the vacation pay is subject to Missouri income tax withholding as if it were a regular wage payment made for the payroll periods during the vacation. If vacation pay is paid in addition to regular wages for the vacation period, the vacation pay is treated as a supplemental wage payment.

The vacation pay of an employee who is not a resident of Missouri, but works in Missouri, is subject to Missouri income tax withholding.

#### C. Tips

Employers must withhold Missouri income tax based upon total tips reported by the employee. Withhold Missouri income tax on tips using the same options indicated for withholding on supplemental wage payments in Section 7.A.

### D. Lump Sum and Periodic Distributions

Missouri follows the federal guidelines for lump sum and periodic distributions. On lump sum distributions, withhold at the rate of 5.4 percent. If a periodic distribution, follow the formula on page 6, or use the tax tables provided on pages 16-25.

### 8. Determining Proper Amount to Withhold

To determine income tax withholding, take the following factors into account:

- 1) Wages paid during the payroll period, including tips and vacation pay;
- 2) Filing status as indicated on the Form MO W-4.
- 3) If an employee does not complete and turn in the required Form MO W-4, withhold at a single tax rate.

### A. Employee Withholding Certificate (Form MO W-4)

Each employee is required to file a completed Form MO W-4 to indicate their filing status on their income tax return. The Form MO W-4 will be used by the employer to determine the amount of Missouri income tax that must be withheld from each paycheck. If an employee has more than one employer, he or she may want to withhold an additional amount on Line 2 of Form MO W-4 for their principal employer. This is to ensure that the total amount withheld will be closer to the actual income tax liability. Failure to have enough withheld from each payroll period could cause an employee to have too little tax withheld and subject the employee to underpayment penalties. If an employee expects to have income other than his or her wages, or income from multiple jobs he or she may request additional amounts be withheld in addition to the standard withholding calculations that are based on the standard deduction for the filing status indicated on the Form MO W-4. The additional amount should be included on Form MO W-4. Line 2. In addition. employees that expect to receive a refund (as a result of itemized deductions, modifications or tax credits) on their tax return, may direct the employer to only withhold the amount indicated on Line 3 of the MO W-4. The employer will not use the standard calculations for withholding. This will be an exception situation, most taxpayers will not use this option. If the employee does not indicate an amount to withhold or if the amount indicated is more than is available for the payroll period, the employer will use the standard calculations. Within 20 days of hiring a new employee, please mail a copy of the completed Form MO W-4 to the Missouri Department of Revenue, P.O. Box 3340, Jefferson City, MO 65105-3340 or fax a copy to (573) 526-8079. For additional information regarding new hire reporting, please visit http://www.dss.mo.gov/child-support/employers/new-hire-reporting.htm.

### B. Exemption For Nontaxable Individuals

Exemption from withholding for nontaxable individuals is valid only if an employee submits to the employer a completed Form MO W-4 certifying that the employee has no income tax liability from the previous year and expects none for the current year. Employees must file a Form MO W-4 annually if they wish to continue the exemption.

<u>Military Spouses Residency Relief Act</u> Missouri income for services performed by a non-military spouse of a nonresident military servicemember is exempt from Missouri income tax. To qualify for this exemption, the spouse must reside in Missouri solely because the military servicemember is stationed in Missouri under military orders and be a permanent resident of another state.

If a non-military spouse of a nonresident servicemember completes a new Form MO W-4 to claim an exempt status because of the Military Spouses Residency Relief Act, employers must receive verification from the non-military spouse that they are a resident of another state, and are living in Missouri because of military orders before the exempt status can be granted. Verification of military status can be in the form of a Leave and Earnings Statement of the nonresident military servicemember, Form W-2 issued to the nonresident military servicemember, a military identification card, a spousal military identification card, or specific military orders received by the servicemember. Verification of residency can be in the form of a copy of a prior year's state income tax return filed in their state of residence, a prior year's property tax receipt from the state of residence, a current drivers license, vehicle registration, or voter identification card from the state of residency.

Active Duty Members of the Armed Forces of the United States Income earned as a member of any active duty component of the Armed Forces of the United States that is eligible for the military income deduction on Form MO-1040 is exempt from withholding.

### 9. Withholding Tables and Formula

### A. Withholding Tables

Use the gross taxable wages to determine the amount of withholding. In determining the amount of tax to be withheld, use the table for the correct payroll period — daily, weekly, biweekly, semimonthly and monthly periods. Tables show wage brackets in the two left-hand columns. The filing status is shown at the top of each of the remaining columns. The withholding tables are provided at http://dor.mo.gov/business/withhold/.

### B. Percentage Formula Withholding

The formula on page 13 may be used on electronic data processing equipment for withholding Missouri income tax. Any variation from this formula must be approved in writing by the Director of Revenue.

### 10. Return and Payment of Taxes Withheld

Every employer withholding Missouri income tax from employees' wages is required by statute to report and remit the tax to the state of Missouri on Form MO-941. A separate Form MO-941 must be filed for each tax period according to your assigned filing frequency. A pre-printed voucher booklet detailing the employer's name, address, employer identification number, filing frequency, and due date is provided to each active account on a monthly, quarterly, or annual filing frequency. Quarter-monthly filers are required to file and pay by an alternative method. (See page 2.) If an employer misplaces, damages, or fails to receive the necessary reporting forms, replacement forms should be requested, allowing sufficient time to file a timely return. If a blank form is used, the employer's name, address, and Missouri Tax I.D. Number must appear as filed on previous returns and the period that the remittance is made must be indicated. Blank forms can be downloaded from the Department's website at: http://dor.mo.gov/. Failure to receive reporting forms does not relieve the employer of the responsibility to timely report and remit tax withheld. If an employer temporarily ceases to pay wages or is engaged in seasonal activities, a return must be filed for each period even if no tax was withheld. Failure to do so will result in the issuance of Non-Filer Notices.

All returns and remittances should be mailed to: Missouri Department of Revenue, P.O. Box 999, Jefferson City, MO 65108-0999. See address labels in voucher books. Returns and payments are due on the dates shown in Section 11.

Note: Your return is considered timely if it is postmarked on or before the required due date. If a metered postmark differs from the U.S. Postal Service postmark, the U.S. Postal Service postmark will be used as evidence of timely filing. When the due date falls on a Saturday, Sunday, or legal holiday, the return and payment will be considered timely if postmarked on the next business day.

### 11. Filing Frequency Requirements

Missouri income tax withholding returns must be filed by the due date as long as an account is maintained with the Department, even if there was no payroll for the reporting period. Returns must be filed each reporting period, even though there may not have been any tax withheld. If no tax was withheld, file a zero withholding tax return online at <a href="https://mytax.mo.gov/rptp/portal/home/business/file-withholding-tax-return">https://mytax.mo.gov/rptp/portal/home/business/file-withholding-tax-return</a>.

There are three filing frequencies: monthly, quarterly, and annually. A newly registered employer is initially assigned a filing frequency on the basis of his or her estimation of future withholdings. If the assigned filing frequency differs from the filing requirements established by statute, it is the employer's responsibility to notify the Department immediately. The time for filing is as follows:

- Monthly Employers required to withhold \$500 per month for at least two months during the preceding 12 months shall file on a monthly basis;
- 2) Quarterly Employers not required to file and pay taxes withheld on a monthly basis who withhold at least \$100 per quarter during at least one quarter of the preceding four quarters shall file on a quarterly basis;
- Annually Employers required to withhold less than \$100 during each of the preceding four quarters shall file on an annual basis.

Regardless of the employers filing frequency, only one Form MO-941 return should be filed per tax period. In the event an additional amount of tax must be paid, please refer to Section 13.

Employer Withholding Tax Due Dates

Months	Annual	Quarterly	Monthly	Quarter-
	Reports	Reports	Reports	Monthly Payments
January February March April May June July August September October November December	Jan. 31, 2022	Apr. 30, 2021 Aug. 02, 2021 Nov. 01, 2021 Jan. 31, 2022	Feb. 16 Mar. 15 Apr. 30 May 17 Jun. 15 Aug. 02 Aug. 16 Sept. 15 Nov. 01 Nov. 15 Dec. 15 Jan. 31, 2022	Payment is required within three banking days for the periods ending the 7th, 15th, 22nd and the last day of a month.

### 12. Quarter-Monthly

Any employer who withheld \$9,000 or more in each of at least two months during the prior 12 months shall remit payment to

the Director of Revenue on a quarter-monthly basis. One of the alternative payment methods on page 2 must be used.

A quarter-monthly period means:

- 1) The first seven days of a calendar month;
- 2) The eighth to the fifteenth day of a calendar month;
- 3) The sixteenth to the twenty-second day of a calendar month;
- 4) The twenty-third day through the last day of a calendar month.

The employer must make a payment, at the end of each quarter-monthly period to pay 90 percent of the withholding due for the filing period. The payment must be made within three banking days following the end of the quarter-monthly period or deposited in a depository designated by the director within four banking days after the end of the quarter-monthly period. Banking days shall not include Saturday, Sunday, or legal holidays. The compensation authorized in **Section 143.261**, **RSMo**, may be taken by the employer against the payment required to be made only if such payment is made on a timely basis.

As a quarter-monthly remitter you have the option to:

- Pay 100 percent of the estimated quarter-monthly amount, as determined by the Department, within three banking days after the end of each quarter-monthly period (four times a month);
- 2. Pay at least 90 percent of the actual tax due by the due date of that particular quarter-monthly period. If there is not a payroll during a quarter-monthly period, no quarter-monthly payment voucher is necessary.

Any additional tax due at the end of the month must be paid on or before the due date of the monthly tax return. Visit <a href="http://dor.mo.gov/business/withhold/">http://dor.mo.gov/business/withhold/</a> for more information about alternative filing methods.

Example: An employer has a semi-monthly payroll cycle which falls on January 15 and on January 31. The actual Missouri income tax withholding for the January 15 payroll is \$12,000. The employer must remit at least 90 percent of the \$12,000 (\$10,800) with the 2nd quarter-monthly payment due no later than January 19. The actual Missouri income tax withholding for the January 31 payroll is \$15,000. The employer must remit at least 90 percent of the \$15,000 (\$13,500) with the 4th quarter-monthly payment due no later than February 3. Because the employer did not have a payroll during the 1st or 3rd quarter-monthly periods, a quarter-monthly payment does not need to be submitted for those two periods.

Example: An employer has only one monthly payroll period and it falls on January 20. The actual Missouri income tax withholding for the January 20 payroll is \$30,000. The employer must remit at least 90 percent of the \$30,000 (\$27,000) with the 3rd quarter-monthly payment due no later than January 25. Because the employer did not have a payroll during the 1st, 2nd, or 4th quarter-monthly periods, a quarter-monthly payment does not need to be submitted for those three periods.

The withholding tax return is due by the 15th day of the following month, except for the third month of a quarter, which is due the last day of the following month. If a balance is due, pay the remaining amount using TXP or online filing. Submit a withholding tax return by printing and mailing a Form MO-941 or online at <a href="https://mytax.mo.gov/rptp/portal/home/fileandpaybusinesstaxesonline.">https://mytax.mo.gov/rptp/portal/home/fileandpaybusinesstaxesonline.</a>

See page 2 for more information on alternative filing methods.

Any employer who has been placed on a quarter-monthly payment frequency who has not withheld \$9,000 or more in two months of the prior 12 months, may request permission from the Department to file and pay on a less frequent basis. An

employer must file and pay on a quarter-monthly basis for a minimum of 12 months before requesting a change in filing frequency.

# 13. Under and Over Reporting of Withholding If withholding tax was under or over reported on any Form MO-941 filing, the employer must file an Amended Form MO-941. Indicate on the MO-941 if the form is an Amended.

<u>Underpayments:</u> Interest and additions to tax will be imposed on the underpaid portion according to established procedures. The Additions to Tax and Interest Calculator is located at <a href="http://dor.mo.gov/calculators/interest/">http://dor.mo.gov/calculators/interest/</a>.

Overpayments: Documentation supporting any overpayment must be submitted with any Amended Form MO-941. For example, if tax was withheld to Missouri and should have been withheld to another state, a W-2C must be provided. If the adjustment is due to a calculation error, a payroll ledger showing the correction must be provided. In other instances, the employer must provide a detailed explanation of the errors that occurred.

If the Department authorizes an overpayment, the overpayment may be used to offset a debt within your withholding tax account. Any overpayment can be used on Line 3 of a future <u>paper MO-941</u> return or issued back as a refund upon completion of the Employer Withholding Tax Refund Request (<u>Form 4854</u>).

Claims for overpayment must be postmarked within three years from the date the return was filed or two years from the date the tax was paid, whichever period expires later. If no return was filed by the employer, a claim for credit or refund must be filed within two years from the time the tax was paid. No claim for credit or refund will be allowed after the expiration of the period of limitations prescribed in **Section 143.801, RSMo**.

An Amended Form MO-941 may be obtained by accessing the Department's website at: <a href="http://dor.mo.gov/forms/">http://dor.mo.gov/forms/</a>, writing the Taxation Division, P.O. Box 3022, Jefferson City, MO 65105-3022, or calling (800) 877-6881.

### 14. Employer Compensation

Employers, except the United States, the state of Missouri, and all agencies and political subdivisions of the state of Missouri or the United States Government, may deduct and retain as compensation from remittances made to the Director of Revenue on or before the respective due dates for the payment involved, the following percentages of the total amount of tax withheld and paid annually.

COMPENSATION PERCENTAGE	YEAR-TO-DATE TOTAL JANUARY-DECEMBER
2%	0 to \$5,000
1% 1/2%	\$5,001 to \$10,000 In Excess of \$10,000

This is an annual accumulative total. After employers withhold \$10,000, they are entitled to one-half percent compensation for the balance of the year.

The employer is not entitled to compensation if payment is not made on or before the due date. If the compensation deduction is allowable, the deduction must be deducted on each return filed.

Notice to Quarter-Monthly Remitters: The compensation deduction authorized in Section 143.261, RSMo may be taken by the employer against the payment required to be made as long as the payment is made by the employer on a timely basis as provided in **Section 143.851, RSMo**.

# 15. Missouri Works Training - New Jobs Training and Job Retention Training

Eligible employers and junior college districts may enter into a cooperative agreement establishing new jobs and job retention training projects with the approval of the Missouri Department of Economic Development. The program costs may be met by receipt of new jobs or job retention credit from withholding. An employer interested in this program should contact the Missouri Department of Economic Development, Division of Workforce Development, P.O. Box 1087, Jefferson City, MO 65102-1087, telephone (800) 877-8698.

### 16. Missouri Works Program

As an incentive for new job creation, employers meeting certain eligibility requirements may be allowed to retain a percentage of the withholding tax for each new job created. An employer interested in this program or tax credit should contact the Missouri Department of Economic Development, Business and Community Services Finance Management at P.O. Box 118, Jefferson City, MO 65102-0118, telephone (573) 751-4539 or send an e-mail message to <a href="mailto:ded.mo.gov">dedfin@ded.mo.gov</a>. Additional information may also be found at <a href="mailto:http://ded.mo.gov/">http://ded.mo.gov/</a>.

### 17. Advanced Industrial Manufacturing Zones Act

As an incentive for new Job creation, Section 68.075, RSMo, establishes the Port Authority AIM Zone Fund. This program provides that 50% of the state tax withholdings on new jobs located in the zone to be deposited into the Port Authority AIM Zone Fund for the purpose of continuing to expand, develop, and redevelop AIM Zones identified by a port authority and may be used for managerial, engineering, legal, research, promotion, planning, satisfaction of bonds, any other expenses. An interested Port Authority must submit Notice of Intent to the Missouri Department of Revenue and work with the Missouri Department of Economic Development to establish base employment at the project facility and further document the creation of the new jobs. An employer interested in this program or tax credit should contact the Missouri Department of Economic Development, Business and Community Services Finance Management at P.O. Box 118, Jefferson City, MO 65102-0118, telephone (573) 751-4539 or send an e-mail message to dedfin@ded.mo.gov. Additional information may also be found at http://ded.mo.gov/.

### Delinquent Returns and Payments — Penalty, Interest, Additions to Tax

- Interest at the rate of 5 percent for calendar year 2021, (.0001370 daily rate computation) must be included on all payments of tax not filed on a timely basis pursuant to <u>Section 143.731, RSMo</u>. Interest is subject to change on an annual basis pursuant to <u>Section 32.065, RSMo</u>.
- 2. An employer's failure to file a required return timely, unless due to reasonable cause and not to willful neglect, will result in additions to tax of 5 percent per month or fraction thereof, not to exceed 25 percent per Section 143.741(1), RSMo.
- 3. A deficiency is subject to additions to tax of 5 percent, if the deficiency is due to negligence or disregard of rules and regulations, or 50 percent if the deficiency is due to fraud per Sections 143.751(1) and (2), RSMo.
- 4. Failure to pay tax timely will result in additions to tax of 5 percent per **Section 143.751(3), RSMo**.
- A person who willfully fails to collect, account, or pay withheld taxes is subject to a penalty equal to the amount not paid per <u>Section 143.751(4)</u>, <u>RSMo</u>. In addition, any officer, director, or statutory trustee of any corporation

who has direct control, supervision, or responsibility for filing returns and making payments of the tax, who fails to file or make payment, shall be personally assessed the tax, including interest, additions to tax, and penalties per Section 143.241.2, RSMo.

- 6. Criminal penalties are also provided in <u>Sections 143.911 to</u> 143.951, RSMo.
- 7. A Certificate of Tax Lien may be filed for record with the recorder's office. The lien shall be filed on the date an assessment becomes final and shall attach to all real and personal property owned by or acquired by the taxpayer. A Certificate of Tax Lien may also be filed with the clerk of the circuit court and shall have the force and effect of a default judgment pursuant to **Section 143.902**, **RSMo**.

### 19. Failure to Pay Taxes Withheld

Any employer who fails to remit income tax withheld or to file tax returns as required, may be required to deposit the taxes in a special trust account for Missouri (see Section 32.052, RSMo). Penalties are provided for failure to make payment. If the Director of Revenue finds that the collection of taxes required to be deducted and withheld by an employer may be jeopardized by delay, he or she may require the employerto remitthetax or make a return at any time. A lien outstanding with regard to any tax administered by the director shall be a sufficient basis for this action (see Section 143.221.4, RSMo). Effective August 28, 2004, any business with a retail sales tax license who fails to pay withholding tax is subject to license revocation.

### Personal Liability

Any officer, director or statutory trustee of any corporation, including administratively dissolved corporations, or foreign corporations that have had their certificate of authority revoked, subject to the provisions of Sections 143.191 to 143.265, RSMo, who has the direct control, supervision, or responsibility for filing returns or making payment of the amount of tax imposed in accordance with Sections 143.191 to 143.265, RSMo, and who fails to file such return or make payment with the Director of Revenue, shall be personally assessed for such amounts, including interest, additions to tax, and penalties (see Section 143.241.2, RSMo).

### 20. Statements for Employees

Two copies of the Wage and Tax Statement (Form W-2) shall be provided to each employee to whom wages were paid and were subject to withholding tax whether or not tax was withheld from such payments. Wages include sickness or injury payments made by an employer under wage continuation plans, whether paid in cash or otherwise.

The Form W-2 supplied by the Internal Revenue Service must be used for this purpose unless the employer uses a substitute form approved in writing by the Department.

If it becomes necessary to correct Form W-2 after it has been issued to an employee, two corrected Form W-2s should be issued to the employee and a copy mailed to the Department. The new copies must be clearly marked "Corrected by Employer."

In case a Form W-2 is lost or destroyed, a substitute copy must be issued to the employee and must be clearly marked "Reissued by Employer."

Form W-2 and the Distributions From Pensions, Annuities, Retirement or Profit-Sharing Plans, IRAs, Insurance Contracts, etc. (Form 1099-R), must be provided to the employee on or before January 31 of the following calendar year for which the Form W-2 or Form 1099-R applies. File Form 1099-R for each person to whom you have made any designated distribution from

profit-sharing or retirement plans, IRAs, annuities, pensions, etc., whether or not you withheld Federal or Missouri income tax.

### 21. Final or Annual Report of Income Tax Withheld

### A. Annual Report

Annually, each employer must file copies of all withholding statements, Form W-2 or Form 1099-R, Copy 1, for the year, along with the Transmittal of Tax Statements (Form MO W-3). Employers with 250 or more employees are required to submit these items electronically (see item B) by the last day of January. Paper filers are required to submit copies of all withholding statements by the last day of February. Paper filers must also be accompanied by a list, preferably an adding machine tape or a computer printout, of the total amount of the income tax withheld as shown on all "Copy 1s" of Form W-2 and Form 1099-R.

Send Form W-2(s) and Form 1099-R(s) and Form MO W-3 to the Missouri Department of Revenue, P.O. Box 3330, Jefferson City, MO 65105-3330 in convenient size packages. Each package must be identified with the name and account number of the employer, and the packages must be consecutively numbered. Your compact disc(s) or flash drive(s) must contain an external label containing the tax year, Missouri I.D. Number, Business Name, and Return Address. If you are submitting more than one (1), put a label on each, and number them according to the order they should be processed. If you wish to password protect your compact disc or flash drive, label your item as "Password Protected" and the date the password was sent to the Department, prior to mailing. The password must be e-mailed to elecfile@dor.mo.gov. The subject of your e-mail must read "Compact Disc or Flash Drive Password". Your e-mail will must contain all of the information displayed on the label of your compact disc or flash drive.

Do not include the fourth quarter or 12th month return with the Form W-2(s) or Form 1099-R(s) and Form MO W-3. The last annual remittance must be sent separately with Form MO-941.

Any employee copies of Form W-2(s) or Form 1099-R(s) that were returned to the employer as undeliverable must be kept by the employer for at least four years.

Failure to file a timely duplicate Wage and Tax Statement (Form W-2) is subject to a penalty of \$2 per statement not to exceed \$1,000, unless the failure is due to reasonable cause and not willful neglect per **Section 143.741(2), RSMo**.

### B. Paperless Reporting

Employers with 250 or more Form W-2s must file their annual report electronically. The Department's paperless reporting format conforms with the Specifications for Filing Forms Electronically (EFW2) format used by the Social Security Administration with some Missouri specific modifications as outlined on our website at <a href="https://dor.mo.gov/business/withhold/EFW2.php">https://dor.mo.gov/business/withhold/EFW2.php</a>. Employers with fewer than 250 W-2s can also file through our electronic filing method. For more information visit our website at <a href="https://dor.mo.gov/business/withhold/EFW2.php">https://dor.mo.gov/business/withhold/EFW2.php</a>. If you have additional questions you may contact the Department's Electronic Services Section by e-mail at <a href="mailto:elecfile@dor.mo.gov">elecfile@dor.mo.gov</a> or by telephone at (573) 751-8150.

If you already include the RS records on your Social Security Administration file and you are not required to file electronically and do not wish to file electronically, you may copy that information onto a compact disc or flash drive and send to the Department. If you do not include the RS records in your SSA file you must add the RS records before submitting your Missouri file via compact disc or flash drive. The additional data specifications for paperless reporting required by the state of Missouri are listed on our website

at <a href="https://dor.mo.gov/business/withhold/EFW2.php">https://dor.mo.gov/business/withhold/EFW2.php</a>. If you have any questions regarding the reporting of your Form W-2s, please call (573) 751-8150.

For information regarding Form MO-99 MISC. reporting, please visit <a href="http://www.dor.mo.gov/faq/business/withhold.php">http://www.dor.mo.gov/faq/business/withhold.php</a>. Scroll the FAQs to the heading of "Information at Source Reporting".

The Department will not provide notification when paperless information is processed; nor will the Department return compact discs or flash drives to the employer.

### C. Form W-2 Corrections

If after you have filed your Form W-2(s) and Form MO W-3, you discover an error in Line 17 or the original W-2(s), and need to file a Form W-2C(s) you must correct it by remitting an amended Form MO-941. This form must be used to increase or decrease any previously reported tax amounts. Attach a copy of the Form W-2C(s) to the amended Form MO-941 and Form W-3. If you have discovered an incorrect figure was indicated on the original Form MO W-3; however, no changes need to be made to the amount of withholding: submit a new Form MO W-3 with the correct figures and check W-3 Corrected on the top left corner.

Note: Do not send copies of W-2C(s), if no change in withholding tax liability.

D. Combined Federal/State Filing (CF/SF) Program with the Internal Revenue Service

Missouri does participate in the Combined Federal/State Filing (CF/SF) Program which allows you to only file miscellaneous income to the Internal Revenue Service. Through the program, the Internal Revenue Service, Information Returns Branch (IRS/IRB) will forward original and corrected information returns filed electronically to the Department free of charge for approved filers. Separate reporting to Missouri is not required.

The information returns that may be filed under the Combined Federal/State Filing Program are:

Form 1099-DIV Dividends and Distributions

Form 1099-G Certain Government Payments

Form 1099-INT Interest Income

Form 1099-MISC Miscellaneous Income

Form 1099-OID Original Issue Discount

Form 1099-PATR Taxable Distributions Received From Cooperatives Form 1099-R Distributions From Pensions, Annuities, Retirement Profit-Sharing Plans, IRAs, Insurance Contracts, etc., and Form 5498 IRA Contribution Information

However, to participate in this program you must receive written approval by the Internal Revenue Service. Once the approval letter has been received, notify the Department of your company's participation by submitting a copy of the approval letter by either mail; Missouri Department of Revenue, Taxation Division, P.O. Box 3375, Jefferson City, MO 65105-3375, fax (573) 522-6816 or e-mail to <a href="withholding@dor.mo.gov">withholding@dor.mo.gov</a>. If you do not participate in the program, you must file the information separately with the Missouri Department of Revenue.

For additional information regarding this program, please review the Internal Revenue Service's website http://www.irs.gov/taxtopics/tc804.html Tax Topic 804.

### 22. Closing a Withholding Account and Final Report

An employer must notify the Department to close its withholding tax account. The Department will not automatically close the account because it stops making payments and filing returns. An employer should close its withholding account if any of the following occur:

- It permanently stops doing business;
- It permanently stops having employees; or
- It has a major change in business, such as forming a partnership or joining others to form a corporation.

To close the account, use the Final Report (Form 5633), Registration or Exemption Change Request (Form 126) or indicate on the last Form MO-941 to be filed. Failure to notify the Department to close the account will cause estimated billings to be issued. If a Non-Filer Notice is received, the employer must report and remit the actual amount withheld to the Department.

### 23. Records to be Kept by Employers

The following records must be retained for all employees:

- Name, address, social security number, and period of employment;
- 2) Amounts and dates of all wage payments subject to Missouri income tax withholding;
- 3) Employee's state income tax withholding certificate;
- 4) Employer's state income tax withholding registration number;
- 5) Record of quarter-monthly, monthly, quarterly, and annual returns filed including dates and amounts of payments;
- 6) Records that would assist the Department in auditing the employer's records.

All records should be kept for at least three years after the date the taxes to which they relate become due, or the date the taxes are paid, whichever is later.

In addition to the records listed above, all records of the allocation of working days in the state of Missouri must be retained for all nonresident employees.

### Other Important Telephone Numbers

Individuals with speech or hearing impairments may use TTY (800) 735-2966 or fax (573) 526-1881.

### Automated IVR Refund

and Balance Due Inquiry	(573) 526-8299
Electronic Filing Information	(573) 751-8150
General Inquiry Line	(573) 751-3505
Form Ordering or Questions	(800) 877-6881

# Employer Withholding Tax Frequently Asked Questions

- Q. What is the timely compensation deduction?
- A. Employers who are not government agencies or political subdivisions may receive a deduction if their Employer's Return of Income Taxes Withheld (Form MO-941) is timely filed and timely paid. The timely compensation begins at 2 percent and is reduced to 1 percent once the employer's year-to-date withholding reaches \$5,000. The amount of compensation deduction is reduced to one-half percent once the year-to-date withholding reaches \$10,000. For example, if my employer withholding tax is \$4,000 for the month of January, I will receive a 2 percent timely
  - compensation if timely filed and timely paid. If my February withholding tax is \$4,000, (my year-to-date withholding tax would be \$8,000), I will receive a 2 percent compensation deduction for \$1,000 and a 1 percent compensation deduction for the remaining \$3,000 of the February withholding tax if timely filed and timely paid.
- Q. How do I file a corrected withholding tax return?
- A. If you have overpaid or underpaid your withholding tax, file an Amended Form MO-941.
- Q. How can I take a credit if I have an overpayment?
- A. When you receive confirmation from the Department that an overpayment exists on your withholding account, you may claim it on line three of your next Form MO-941 return. If you have a delinquency, the Department will automatically apply your overpayment to the balance due.
- Q. When do I need to send copies of my Form W-2(s) to the Department?
- A. You must send your Form W-2(s) to the Department with Form MO W-3 on or before the last day of January if you are required to file electronically and paper filers must file by the end of February. You may send copies of Form W-2(s) to the Department if you have less than 250 Form W-2s. If you have 250 or more Form W-2s, visit our website at <a href="https://dor.mo.gov/business/withhold/EFW2.php">https://dor.mo.gov/business/withhold/EFW2.php</a> for electronic filing specifications.
- Q. Can I submit my 4th quarter Form MO-941 electronically with my annual report.
- A. No, Form MO-941 returns must be filed separately.

# Checklist For Filing Form W-2s

- Form W-2s must be provided to the employee on or before January 31.
- If you have less than 250 Form W-2s, you may send copies or use the compact disc, flash drive, or electronic filing options by the last day of February.
- If you have 250 or more Form W-2s, you must file Form W-2s electronically. Compact disc or flash drives are not acceptable.
- You must enclose Form MO W-3 with your Form W-2s, your compact disc, or flash drive. Electronic filers must include MO W-3 information in the RV record.
- Submit your electronic files on or before January 31.
- Submit paper Form MO W-3 and Form W-2s, your compact disc or flash drive to the Missouri Department of Revenue, P.O. Box 3330, Jefferson City, Missouri 65105-3330 on or before the last day of February.

The Missouri Department of Revenue will accept compact discs or flash drives containing records for reporting wage information. The employer must use the Specifications for Filing Forms W-2 Electronically (EFW2) format provided by the Social Security Administration (SSA).

# 2021 Missouri Withholding Tax Formula

### Step 1—Using Annual Amounts

(Refer to Federal Publication 15 for questions concerning gross taxable income.)

- 1. Gross Taxable Income Determine the employee's total wages for the payroll period. Multiply this amount by the number of payroll periods you have in a year. The result is the employee's annual wage. (Multiply by: 260 if you pay daily, 52 if you pay weekly, 26 if you pay bi-weekly, 24 if you pay semi-monthly, or 12 if you pay monthly.)
  - <u>Note:</u> If the employee has supplemental or overtime pay, see the withholding procedures outlined below.
- 2. Filing Status Standard Deduction (annual amounts)

Single: \$12,550

<u>Married and Spouse Works</u>: \$12,550 <u>Married Filing Separate</u>: \$12,550

<u>Married and Spouse Does Not Work</u> (this is determined by the check box on Form MO W-4, Line 1, and is not a separate filing status): \$25,100

Head of Household: \$18,800

3. **Missouri Taxable Income** — Subtract the annual Standard Deduction from the annual gross taxable income. The result is the employee's Missouri taxable income.

### Step 2

- 1. **Missouri Withholding Tax** Multiply the employee's Missouri taxable income by the applicable annual payroll period rate. Begin at the lowest rate and accumulate the total withholding amount for each rate. The result is the employee's annual Missouri withholding tax.
- 2. Missouri Withholding Tax Per Payroll Period Divide the employee's annual Missouri withholding amount by: 260 if you pay daily, 52 if you pay weekly, 26 if you pay bi-weekly, 24 if you pay semimonthly, 12 if you pay monthly. The result is the employee's Missouri withholding tax per pay period.

Rounding on Missouri Withholding Reports. You must round the amounts that you withhold from your employees to the nearest whole dollar.

### Visit

https://mytax.mo.gov/rptp/portal/home/withholding-calculator to access our online withholding tax calculator.

In the 2018 legislative session, House Bill 2540 was passed and amended Section 143.171, RSMo, related to the federal tax deduction. Effective for tax year 2019, the federal income tax deduction taxpayers may claim is prorated based on the taxpayer's Missouri adjusted gross income. In an attempt to ease implementation of the new withholding formula, the Department of Revenue chose to remove the federal tax deduction from the withholding tax calculation. This change may result in a small increase to the amount withheld from employee's paychecks. Any withholding in excess of the tax owed will be refunded after the taxpayer files their individual income tax return.

The Department of Revenue encourages all employees to review their W-4 and to make corresponding changes based on their filing status. There are no longer allowances in the Missouri withholding tables. Employees can no longer increase or decrease the amount withheld from their paychecks by claiming allowances that are not consistent with their specific filing situation. If the employee needs additional amounts withheld, they should add the additional amount on line 2 of the W-4.

# Supplemental Pay Withholding

If the employee has supplemental or overtime pay, and the payment is included with normal wages, apply the withholding formula to the total payment as if it was a regular payroll wage payment.

If the employee has supplemental or overtime pay and the overtime wages are paid separately from regular wages, you may withhold based upon one of the following two methods.

- Withhold a flat percentage rate of 5.4 percent of the supplemental wages; or
- Add the supplemental wages to the regular wages paid for the payroll period and apply the withholding formula to the total amount as if it was a regular payroll wage payment. Then subtract the tax already withheld from the regular wage payment and withhold the remaining tax from the supplemental payment.

	Income Tax Withho	lding Percentage Tax	
Rates	Daily Payroll	Weekly Payroll	Bi-Weekly Payroll
1.5%	\$ 0.00 to \$ 4.00	\$ 0.00 to \$ 21.00	\$ 0.00 to \$ 42.00
2.0%	4.01 to 8.00	21.01 to 42.00	42.01 to 84.00
2.5%	8.01 to 13.00	42.01 to 63.00	84.01 to 126.00
3.0%	13.01 to 17.00	63.01 to 84.00	126.01 to 167.00
3.5%	17.01 to 21.00	84.01 to 105.00	167.01 to 209.00
4.0%	21.01 to 25.00	105.01 to 126.00	209.01 to 251.00
4.5%	25.01 to 29.00	126.01 to 146.00	251.01 to 293.00
5.0%	29.01 to 33.00	146.01 to 167.00	293.01 to 335.00
5.4%	\$33.01 and over	167.01 and over	335.01 and over
Rates	Semi-Monthly Payroll	Monthly Payroll	Annual Payroll
1.5%	\$ 0.00 to \$ 45.00	\$ 0.00 to \$ 91.00	\$ 0.00 to \$1,088.00
2.0%	45.01 to 91.00	91.01 to 181.00	1,088.01 to 2,176.00
2.5%	91.01 to 136.00	181.01 to 272.00	2,176.01 to 3,264.00
3.0%	136.01 to 181.00	272.01 to 363.00	3,264.01 to 4,352.00
3.5%	181.01 to 227.00	363.01 to 453.00	4,352.01 to 5,440.00
4.0%	227.01 to 272.00	453.01 to 544.00	5,440.01 to 6,528.00
4.5%	272.01 to 317.00	544.01 to 635.00	6,528.01 to 7,616.00
5.0%	317.01 to 363.00	635.01 to 725.00	7,616.01 to 8,704.00
5.4%	363.01 and over	725.01 and over	8,704.01 and over

Note: By agreement between the employee and the employer, the employee may designate additional withholding per pay period if he or she expects to owe more than the amount withheld. Additional amount of withholding may be claimed on Line 2, of the Employer's Withholding Certificate (Form MO W-4).

Missouri Withholding Formula Example		Income Tax Withholding Percentage Table (Annual Payroll Period)
Employee is married (sp	ouse works)	
Annual Gross Taxab	le Income \$35,000.00	$1.088.00 \times 1.5\% = 16.00 \times 22,450.00$ $1.088.00 \times 2.0 = 22.00 - 8,704.00$
Annual Standard		$1,088.00 \times 2.5 = 27.00 \$ 13,746.00 EXCESS$
Deduction	- 12,550.00 (annual stand	
	$(\$25,100 \div 2 =$	$$12,550$ ) $1,088.00 \times 3.5 = 38.00 $ \$ $742.28$
		$1.088.00 \times 4.0 = 44.00$
Missouri Taxable	22 450 00	$1,088.00 \times 4.5 = 49.00 $ \$ $742.28$
Income	22,450.00	$1.088.00 \times 5.0 = 54.00 + 283.00$
		8,704.00 283.00 \$ 1,025.28 Annual
		Missouri
		Withholding
		\$1,025.28 ÷ 12 = \$85.00 Monthly Missouri Withholding (Rounded to the nearest whole dollar.)

### Tips

- Make employees aware of their option to change or update their Form MO W-4.
- If employees have overtime pay, use the appropriate formula for supplemental pay withholding.
- If the employee is married, but spouse does not work, apply the full standard deduction.

Form MO-941 Employer's Return of	Department Use Only (MM/DD/YY)  ncome Taxes Withheld	
I.D. Number Business Name	Address Change - In the event your mailing address or prima complete the Registration or Exemption Change Request (Fc Federal Employer I.D. Number (MM/Y	orm 126) and submit it with your return.
Address City ZIP		State
Final Return  If this is your final return, enter the close date below and check the reason for closing your account.  Date Closed (MM/DD/YY)  Out Of Business  Sold Business  Filed under Professional Employer	Withholding this period	3 .00 4 .00
Organization (PEO) PEO Name	Interest (see instructions)  Total amount due (U. S. Funds only) or overpaid  Department Use Only	7 .00
Under penalties of perjury, I declare that the a	Printed Name  Date Signed (MM/DD/YY)	correct.

Visit our website at <a href="http://dor.mo.gov/business/payonline.php">http://dor.mo.gov/business/payonline.php</a> to e-file this return.

E-filing provides a fast and secure way for you to transmit your return and any applicable payment to the Department of Revenue. All transactions provide a confirmation number which you can keep for your records to verify that your filing has been received. E-filing also eliminates the need to physically mail your return and payment.

See page 2 for instructions on completing Form MO-941.

Form MO-941 (Revised 09-2020)

Mail to: Taxation Division P.O. Box 999

Jefferson City, MO 65108-0999

Phone: (573) 751-8750 Fax: (573) 522-6816 E-mail: withholding@dor.mo.gov

For more information, visit http://dor.mo.gov/business/withhold/





This certificate is for income tax withholding and child support enforcement purposes only. Type or print.

Full Name		Social Security Number	
Home Address (Number and Street or Rural Route)	City or Town	State ZII	Code
1. Filing Status: Check the appropriate filling status below.  Single or Married Spouse Works or Married Filing S  Head of Household  2. Additional withholding: If you expect to have a balance of part-time job, etc.) on your tax return, you may request to pay period. To calculate the amount needed, divide the year. Enter the additional amount to be withheld each possible.  3. Reduced withholding: If you expect to receive a refund on your tax return, you may direct your employer to only will not use the standard calculations for withholding. If being under withheld. To calculate the amount needed, periods in a year. Enter the amount to be withheld instelline 3, the standard calculations will be used	due (as a result of interest income, dividence your employer to withhold an additional ame amount of the expected tax by the number ray period on line 2	as, income from a count of tax from each of pay periods in a	
Under penalties of perjury, I certify that the information provided Employee's Signature (Form is not valid unless you sign it)	d on this form is true and accurate.	Date (MM/DD/	YYYY) _ /
Employer's Name City	Employer's Address State	ZIP Code	
Date Services for Pay First Performed by Employee (MM/DD/YYY	(Y) Federal Employer I.D. Num	per Missouri Tax Ide	entification Number

### Notice To Employer:

Within 20 days of hiring a new employee, send a copy of Form MO W-4 to the Missouri Department of Revenue, P.O. Box 3340, Jefferson City, MO 65105-3340 or fax to (573) 526-8079.

Please visit http://dss.mo.gov/child-support/employers/new-hire-reporting.htm for additional information regarding new hire reporting.

### Notice to Employee:

Return completed form to your Employer. Consider completing a new Form MO W-4 each year and when your personal or financial situation changes. Visit our online withholding calculator <a href="https://mytax.mo.gov/rptp/portal/home/withholding-calculator">https://mytax.mo.gov/rptp/portal/home/withholding-calculator</a>.

### Items to Remember:

· Employees must complete a new form if their filing status changes or to adjust the amount of withholding.

Phone: (573) 522-0967

Fax: (573) 526-8079

- If you are claiming an "Exempt" status due to the Military Spouses Residency Relief Act you must provide one of the following to your employer: Leave and Earnings Statement of the non-resident military servicemember, Form W-2 issued to the nonresident military servicemember, a military identification card, or specific military orders received by the servicemember. You must also provide verification of residency such as a copy of your state income tax return filed in your state of residence, a property tax receipt from the state of residence, a current drivers license, vehicle registration or voter ID card. For additional assistance in regard to Military, visit the department's website <a href="https://dor.mo.gov/military/">https://dor.mo.gov/military/</a>.
- Additional information can be found at <a href="https://dor.mo.gov/business/withhold/">https://dor.mo.gov/business/withhold/</a>.

Mail to: Taxation Division
P.O. Box 3340
Jefferson City, MO 65105-3340

If the payroll is DAILY: Updated: 10/30/2020				Updated: 10/30/2020
The wages are: And the filing Status is:				
		Single or Married Filing Combined - Spouse Works	Head of Household	Married Filing Combined - Spouse Doesn't Work
At Least	But Less Than	or Married Filing Separate		
0		0	0	0
66		0	0	0
69 72	72 75	1 1	0 0	0 0
75	73 78	1	0	0
78	81	1	0	0
81	84	1	0	0
84 87	87 90	1 1	0 0	0 0
90	93	2	0	0
93	96	2	1	0
96			1	0
99 102	102 105	2 2	1 1	0 0
105	108	2	1	0
108			1	0
111 114	114 117	3 3	1 2	0 0
117			2	1
120	123	3	2	1
123	126		2 2	1 1
126 129			2	1
132		4	3	1
135	138		3	1
138	141	4	3	2
141 144	144 147	4 5	3 3	2 2
147	150		3	2
150	153	5	4	2
153 156	156 159		4 4	2 3
159			4	3
162	165	6	4	3
165	168		4	3
168 171	171 174	6 6	5 5	3 3
174		6	5	4
177	180	6	5	4
180 183	183 186	6 7	5 5	4
186			6	4
189	192	7	6	4
192 195	195 198		6	5
195		7 7	6 6	5 5
201	204	8	6	5
204	207	8	6	5
207 210		8 8	7 7	5 5
213			7	6
216	219	8	7	6
219			7	6
222 225	225 228	9 9	7 8	6 6
228		9	8	6
231	234	9	8	7
234 237		9 10	8 8	7 7
237 240	240 243		8 8	7 7
240	240		ű	' ' ' ' ' ' ' ' ' ' ' ' ' ' ' ' ' ' '

If the payroll is DAILY: Updated: 10/30/2020				
The wages are: And the filing Status is:				
		Single or Married Filing Combined - Spouse Works or	Head of Household	Married Filing Combined - Spouse Doesn't Work
At Least	But Less Than	Married Filing Separate		
243	246	10	9	7
246 249	249 252	10 10	9 9	7 8
252	252	10	9	8
255	258	11	9	8
258	261	11	9	8
261	264	11	10	8
264 267	267 270	11 11	10 10	8 9
270	270 273	11	10	9
273	276	11	10	9
276	279	12	10	9
279	282	12	11	9
282 285	285 288	12 12	11	9 10
288	200	12	11 11	10
291	294	12	11	10
294	297	13	11	10
297	300	13	11	10
300	303	13	12	10
303 306	306 309	13 13	12 12	11 11
309	312	13	12	11
312	315	14	12	11
315	318	14	12	11
318	321	14	13	11
321	324	14	13	11
324 327	327 330	14 14	13 13	12 12
330	333	15	13	12
333	336	15	13	12
336		15	14	12
339	342	15 15	14 14	12
342 345	345 348	15 15	14	13 13
348	351	16	14	13
351	354	16	14	13
354	357	16	15	13
357 360	360 363	16 16	15 15	13 14
363			15	14
366		17	15	14
369	372	17	15	14
372	375	17	16	14
375	378	17 17	16	14
378 381		17 17	16 16	15 15
384		17	16	15
387	390	18	16	15
390			17	15
393	396	18	17 17	15 16
396 399		18 18	17 17	16 16
402	402	18	17	16
405	408	19	17	16
408	411	19	17	16

	5.4 PERCENT OF THE EXCESS OVER 411 PLUS				
Г	411 AND OVER	19	17	16	

the payroll is WEEKLY:			Updated: 10/30/2020		
ne wages are: And the filing Status is:				1	
		Single or Married Filing Combined - Spouse Works or	Head of Household	Married Filing Combined - Spouse Doesn't Work	
At Least	But Less Than	Married Filing Separate		0	
0 260		0 0	0 0	0	
270		1	0	0	
280		1	0	0	
290	300	1	0	0	
300	310	1	0	0	
310		2	0	0	
320		2	0	0	
330 340	340 350	2 3	0 0	0 0	
350		3	0	0	
360		3	0	0	
370	380	4	0	0	
380		4	0	0	
390	400	5	1	0	
400		5	1	0	
410 420		6 6	1 1	0 0	
430		7	2	0	
440		7	2	0	
450	460	8	2	0	
460	470	8	3	0	
470		9	3	0	
480 490		10	3 4	0	
500		10 11	4	0	
510		11	5	1	
520		12	5	1	
530		12	6	1	
540		13	6	1	
550	560	13	7	2	
560		14	7	2	
570 580		14 15	8 8	2 3	
590	600	16	9	3	
600		16	10	3	
610	620	17	10	4	
620		17	11	4	
630		18	11	5	
640 650		18 19	12 12	5 6	
660		19	13	6	
670		20	13	7	
680	690	20	14	7	
690		21	14	8	
700			15	8	
710		22	15 16	9	
720 730			16 17	9 10	
740	750	23	17	11	
750			18	11	
760	770	25	18	12	
770	780	25	19	12	
780	790	26	19	13	
790		26	20	13	
800		27 27	20	14 14	
810 820	820 830		21 21	14 15	
830		28	22	15	
840	850	29	23	16	

Fig. 20   Fig.	20
At Least         But Less Than         Married Filing Combined - Spouse Works or Married Filing Separate         Head of Household         Married Filing Combined - Spouse Works or Spouse Doesn't Works or Married Filing Separate           850         860         870         30         23         17           870         880         31         24         18           880         880         31         25         18           880         900         32         25         19           900         910         32         26         19           910         920         33         26         20           920         930         33         27         20           930         940         34         27         21           940         950         34         28         21           950         960         950         35         29         22           970         980         36         30         23         30           980         1,000         37         30         24         30           980         1,000         37         31         25         29         22         25           1,0	
At Least	
850         860         30         23         17           870         880         31         24         17           870         880         31         24         18           880         890         31         25         18           880         990         32         25         19           900         910         32         26         19           900         910         32         26         19           900         910         32         26         19           900         910         32         26         20           920         930         33         26         20           920         930         34         28         21           950         940         34         28         21           950         960         35         28         22           970         980         36         30         23           980         990         37         30         24           1,000         1,010         38         32         25           1,020         1,030         39         32         <	
870         880         890         31         24         18           880         890         31         25         18           880         900         32         25         19           900         910         32         26         19           910         920         33         26         20           920         930         33         27         20           930         940         34         27         21           940         950         34         28         21           950         960         35         28         22           970         980         36         30         23           980         990         37         30         24           990         1,000         37         31         24           1,000         1,010         38         31         25           1,020         1,030         39         32         26           1,020         1,030         39         32         26           1,030         1,040         39         33         26           1,040         1,050         40	
880         890         31         25         18           900         910         32         26         19           910         920         33         26         20           920         930         93         33         27         20           930         940         34         27         21         29         22         21         960         950         944         28         21         28         22         960         950         960         35         28         22         29         960         970         35         29         22         29         92         22         39         99         22         39         99         23         30         23         30         24         990         36         30         23         30         24         30         990         37         30         24         30         23         30         24         30         990         1,000         37         31         24         1,000         1,010         1,020         38         32         25         5         1,020         1,030         39         32         26         1,030         1,040<	
890   900   910   32   25   19   900   910   32   26   20   19   910   920   33   26   20   20   930   940   34   27   21   21   940   950   34   28   21   25   960   970   35   29   22   29   990   37   30   24   24   35   25   26   26   20   27   20   20	
900 910 920 32 26 19 910 920 930 33 277 20 930 940 34 277 20 940 950 34 28 21 950 960 35 28 22 970 980 36 30 23 980 990 37 36 30 23 980 990 37 30 24 990 1,000 37 31 24 1,000 1,010 38 31 25 1,010 1,020 38 32 26 1,030 1,040 39 33 26 1,040 1,050 40 34 27 1,060 1,070 41 34 28 1,080 1,090 42 35 29 1,100 1,110 43 36 29 1,110 1,110 43 37 31 1,120 1,130 44 38 32 1,140 1,150 45 38 32 1,150 1,160 46 39 32 1,160 1,170 46 40 34 1,170 1,180 47 40 34 1,190 1,100 47 41 34 1,190 1,100 47 40 38 1,110 1,110 43 38 32 1,110 1,110 43 38 31 1,110 1,110 43 38 31 1,110 1,120 44 38 32 1,110 1,110 43 38 32 1,110 1,110 43 38 31 1,110 1,120 44 38 32 1,110 1,110 45 38 32 1,110 1,110 45 38 32 1,110 1,110 45 38 32 1,110 1,110 45 38 32 1,110 1,110 45 38 32 1,110 1,110 45 38 32 1,110 1,110 45 38 32 1,110 1,110 45 38 32 1,1110 1,120 44 38 32 1,1110 1,120 44 38 32 1,1110 1,120 44 38 32 1,1110 1,120 44 38 32 1,1110 1,120 44 38 32 1,1110 1,120 44 38 32 1,1110 1,120 44 38 32 1,1110 1,120 44 38 32 1,1110 1,120 44 38 32 1,1110 1,120 44 38 32 1,1110 1,120 44 38 32 1,1110 1,120 44 38 32 1,1110 1,120 44 38 32 1,1110 1,120 44 38 32 1,1110 1,120 48 44 38 32 1,120 1,210 48 44 37 1,120 1,220 49 42 36 1,220 1,230 50 44 38 1,250 1,260 51 44 38	
910 920 930 33 26 20 930 930 930 940 940 940 950 34 27 21 940 950 960 970 35 28 22 99 22 970 980 960 970 980 36 30 23 980 990 37 30 24 990 1,000 37 31 24 1,000 1,010 38 32 25 1,020 1,030 39 32 26 1,040 1,050 40 33 27 1,050 1,060 1,070 41 34 28 1,080 1,090 1,100 43 36 29 1,000 1,010 1,010 1,050 40 34 28 1,000 1,000 1,010 1,	
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930         940         34         27         21           950         960         35         28         22           960         970         35         29         22           970         980         36         30         23           980         990         37         30         24           990         1,000         37         31         24           1,010         1,020         38         31         25           1,020         1,030         39         32         26           1,030         1,040         39         33         26           1,040         1,050         40         33         27           1,050         1,060         40         34         27           1,060         1,070         41         34         28           1,070         1,080         41         35         28           1,080         1,090         42         35         29           1,100         1,110         43         36         29           1,100         1,110         43         37         30           1,110         1,120 <td< td=""><td></td></td<>	
940         950         34         28         21           960         960         35         28         22           970         980         36         30         23           980         990         37         30         24           990         1,000         37         31         24           1,000         1,010         38         31         25           1,010         1,020         38         32         25           1,020         1,030         39         32         26           1,030         1,040         39         33         26           1,030         1,040         39         33         26           1,040         1,050         40         33         27           1,060         1,070         41         34         27           1,060         1,070         41         34         28           1,090         1,100         43         36         29           1,100         1,110         43         36         29           1,110         1,120         44         37         31           1,120         1,44	
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960         970         35         29         22           970         980         36         30         23           980         990         37         30         24           990         1,000         37         31         24           1,000         1,010         38         31         25           1,010         1,020         38         32         25           1,020         1,030         39         32         26           1,030         1,040         39         33         26           1,030         1,040         39         33         26           1,040         1,050         40         34         27           1,060         1,070         41         34         28           1,070         1,080         41         35         28           1,090         1,100         43         36         29           1,090         1,100         43         37         30           1,110         1,120         44         37         31           1,120         1,144         37         31           1,120         1,44         38	
970 980 990 37 30 23 980 990 37 30 24 990 1,000 37 31 24 1,000 1,010 38 31 25 1,010 1,020 38 32 25 1,020 1,030 39 32 26 1,030 1,040 39 33 27 26 1,040 1,050 40 33 27 1,050 1,060 1,070 41 34 35 28 1,080 1,090 42 35 28 1,080 1,090 42 35 29 1,090 1,100 43 36 29 1,100 1,110 1,120 44 37 31 1,130 1,140 45 38 32 1,150 1,160 1,170 46 40 39 32 1,170 1,180 1,190 47 41 34 35 1,190 1,200 48 41 35 1,200 1,210 48 41 35 1,220 1,230 1,240 50 44 38 1,250 1,250 51 44 38 1,250 1,250 51 44 38 1,250 1,250 51 44 38 1,250 1,250 51 44 38 1,250 1,250 51 44 38 1,250 1,250 51 44 38 1,250 1,250 51 45 38 1,250 1,250 51 44 38 1,250 1,250 51 44 38 1,250 1,250 51 44 38 1,250 1,250 51 44 38 1,250 1,250 51 45 38 1,250 1,250 51 44 38 1,250 1,250 51 44 38 1,250 1,250 51 44 38 1,250 1,250 1,250 51 44 38 1,250 1,250 1,250 51 44 38 1,250 1,250 1,250 51 44 38 1,250 1,250 1,250 51 45 38 1,250 1,250 1,250 51 45 38 1,250 1,250 51 45 38 1,250 1,250 1,250 51 45 38 1,250 1,250 1,250 51 45 38 1,250 1,250 1,250 51 45 38 1,250 1,250 1,250 51 44 38 1,250 1,250 1,250 51 45 38 1,250 1,250 1,250 51 45 38 1,250 1,250 1,250 51 45 38 1,250 1,250 1,250 51 45 38 1,250 1,250 1,250 51 45 38 1,250 1,250 1,250 51 45 38 1,250 1,250 1,250 51 45 38 1,250 1,250 1,250 51 45 38 1,250 1,250 1,250 51 45 38 1,250 1,250 1,250 51 45 38 1,250 1,250 1,250 51 45 38 1,250 1,250 1,250 51 45 38 1,250 1,250 1,250 51 45 38 1,250 1,250 51 45 38 1,250 1,250 51 45 38 1,250 1,250 51 45 38 1,250 51 45 45 38 1,250 51 45 38 1,250 51 45 45 38 1,250 51 45 45 38 1,250 51 45 45 38 1,250	
980 990 1,000 37 31 24 24 1,000 37 31 24 1,000 1,010 38 31 25 1,010 1,020 38 32 25 1,020 1,030 39 32 26 1,030 1,040 39 33 26 1,040 1,050 40 34 27 1,060 1,070 41 34 35 1,070 1,080 41 35 29 1,090 1,100 43 36 29 1,100 1,110 1,120 44 37 31 1,120 1,130 44 38 1,160 1,170 46 40 38 32 1,160 1,170 46 40 37 1,180 1,190 1,200 48 41 35 1,200 1,210 48 42 35 1,200 1,210 48 42 35 1,200 1,210 48 42 35 1,200 1,210 48 42 35 1,200 1,210 48 42 35 1,200 1,210 48 42 35 1,200 1,210 48 42 35 1,200 1,210 48 42 35 1,200 1,210 48 42 35 1,200 1,210 48 42 35 1,200 1,210 48 42 35 1,200 1,210 48 42 35 1,200 1,210 48 42 36 1,220 1,230 1,240 50 44 37 1,240 1,250 51 44 38 1,250 1,260 51 45 5 38 1,250 1,260 51 45 5 38 1,250 1,260 51 44 4 38 1,250 1,260 51 45 51	
1,000       1,010       38       31       25         1,010       1,020       38       32       25         1,020       1,030       39       32       26         1,030       1,040       39       33       26         1,040       1,050       40       33       27         1,050       1,060       40       34       27         1,060       1,070       41       34       28         1,070       1,080       41       35       28         1,080       1,090       42       35       29         1,090       1,100       43       36       29         1,100       1,110       43       37       30         1,110       1,120       44       37       31         1,120       1,130       44       38       31         1,130       1,140       45       38       32         1,140       1,150       45       39       32         1,150       1,160       46       39       33         1,170       1,180       47       40       34         1,180       1,190       47	
1,010     1,020     38     32     25       1,020     1,030     39     32     26       1,030     1,040     39     33     26       1,040     1,050     40     34     27       1,050     1,060     40     34     27       1,060     1,070     41     34     28       1,070     1,080     41     35     28       1,080     1,090     42     35     29       1,090     1,100     43     36     29       1,100     1,110     43     37     31       1,120     1,120     44     37     31       1,120     1,130     44     38     31       1,130     1,140     45     38     32       1,140     1,150     45     39     32       1,150     1,160     46     39     33       1,170     1,180     47     40     34       1,180     1,190     47     41     34       1,180     1,190     47     41     34       1,200     1,210     48     42     35       1,220     1,220     49     42     36       1,230 <td></td>	
1,020     1,030     1,040     39     32     26       1,030     1,040     39     33     26       1,040     1,050     40     34     27       1,050     1,060     40     34     27       1,060     1,070     41     34     28       1,070     1,080     41     35     28       1,080     1,090     42     35     29       1,090     1,100     43     36     29       1,100     1,110     43     37     30       1,110     1,120     44     38     31       1,130     1,140     45     38     32       1,130     1,140     45     38     32       1,140     1,150     45     39     32       1,150     1,160     46     39     33       1,170     1,180     47     40     34       1,180     1,190     47     41     34       1,180     1,190     47     41     34       1,200     1,210     48     42     35       1,220     1,230     50     43     36       1,230     1,240     50     44     37 <tr< td=""><td></td></tr<>	
1,030     1,040     39     33     26       1,040     1,050     40     33     27       1,050     1,060     40     34     27       1,060     1,070     41     34     28       1,070     1,080     41     35     28       1,080     1,090     42     35     29       1,090     1,100     43     36     29       1,100     1,110     43     37     30       1,110     1,120     44     37     31       1,120     1,130     44     38     31       1,130     1,140     45     38     32       1,140     1,150     45     39     32       1,150     1,160     46     39     33       1,170     1,180     47     40     34       1,180     1,190     47     41     34       1,200     1,210     48     42     35       1,200     1,210     48     42     35       1,220     1,230     50     43     36       1,230     1,240     50     44     37       1,250     1,260     51     45     38	
1,040     1,050     40     33     27       1,050     1,060     40     34     27       1,060     1,070     41     34     28       1,070     1,080     41     35     28       1,080     1,090     42     35     29       1,090     1,100     43     36     29       1,110     1,110     43     37     30       1,110     1,120     44     37     31       1,120     1,130     44     38     31       1,130     1,140     45     38     32       1,140     1,150     45     39     32       1,150     1,160     46     39     33       1,160     1,170     46     40     33       1,170     1,180     47     40     34       1,180     1,190     47     41     34       1,180     1,200     48     41     35       1,200     1,210     48     42     36       1,220     1,230     50     43     36       1,230     1,240     50     44     37       1,240     1,250     51     44     38	
1,050       1,060       40       34       27         1,060       1,070       41       34       28         1,070       1,080       41       35       28         1,080       1,090       42       35       29         1,090       1,100       43       36       29         1,100       1,110       43       37       30         1,110       1,120       44       37       31         1,120       1,130       44       38       31         1,130       1,140       45       38       32         1,140       1,150       45       39       32         1,150       1,160       46       39       33         1,160       1,170       46       40       33         1,170       1,180       47       40       34         1,180       1,190       47       41       34         1,200       1,210       48       41       35         1,200       1,210       48       42       35         1,220       1,230       50       43       36         1,220       1,240       50	
1,060       1,070       41       34       28         1,070       1,080       41       35       28         1,080       1,090       42       35       29         1,090       1,100       43       36       29         1,100       1,110       43       37       30         1,110       1,120       44       37       31         1,120       1,130       44       38       31         1,130       1,140       45       38       32         1,140       1,150       45       39       32         1,150       1,160       46       39       33         1,160       1,170       46       40       33         1,170       1,180       47       40       34         1,180       1,190       47       41       34         1,190       1,200       48       41       35         1,210       1,220       49       42       36         1,220       1,230       50       43       36         1,240       1,250       51       44       38         1,250       1,260       51	
1,070     1,080     41     35     28       1,080     1,090     42     35     29       1,090     1,100     43     36     29       1,100     1,110     43     37     30       1,110     1,120     44     37     31       1,120     1,130     44     38     31       1,130     1,140     45     38     32       1,140     1,150     45     39     32       1,140     1,150     46     39     33       1,160     1,170     46     40     33       1,170     1,180     47     40     34       1,180     1,190     47     41     34       1,190     1,200     48     41     35       1,200     1,210     48     42     36       1,220     1,230     50     43     36       1,230     1,240     50     44     37       1,240     1,250     51     44     38       1,250     1,260     51     45     38	
1,080     1,090     42     35     29       1,090     1,100     43     36     29       1,100     1,110     43     37     30       1,110     1,120     44     37     31       1,120     1,130     44     38     31       1,130     1,140     45     38     32       1,140     1,150     45     39     32       1,150     1,160     46     39     33       1,160     1,170     46     40     33       1,170     1,180     47     40     34       1,180     1,190     47     41     34       1,190     1,200     48     41     35       1,200     1,210     48     42     36       1,220     1,230     50     43     36       1,230     1,240     50     44     37       1,240     1,250     51     44     38       1,250     1,260     51     45     38	
1,090     1,100     43     36     29       1,100     1,110     43     37     30       1,110     1,120     44     37     31       1,120     1,130     44     38     31       1,130     1,140     45     38     32       1,140     1,150     45     39     32       1,150     1,160     46     39     33       1,160     1,170     46     40     33       1,170     1,180     47     40     34       1,180     1,190     47     41     34       1,190     1,200     48     41     35       1,200     1,210     48     42     36       1,220     1,230     50     43     36       1,230     1,240     50     44     37       1,240     1,250     51     44     38       1,250     1,260     51     45     38	
1,100     1,110     43     37     30       1,110     1,120     44     37     31       1,120     1,130     44     38     31       1,130     1,140     45     38     32       1,140     1,150     45     39     32       1,150     1,160     46     39     33       1,160     1,170     46     40     33       1,170     1,180     47     40     34       1,180     1,190     47     41     34       1,190     1,200     48     41     35       1,200     1,210     48     42     35       1,210     1,220     49     42     36       1,220     1,230     50     43     36       1,230     1,240     50     44     37       1,240     1,250     51     44     38       1,250     1,260     51     45     38	
1,110     1,120     44     37     31       1,120     1,130     44     38     31       1,130     1,140     45     38     32       1,140     1,150     45     39     32       1,150     1,160     46     39     33       1,160     1,170     46     40     33       1,170     1,180     47     40     34       1,180     1,190     47     41     34       1,190     1,200     48     41     35       1,200     1,210     48     42     35       1,210     1,220     49     42     36       1,220     1,230     50     43     36       1,230     1,240     50     44     37       1,240     1,250     51     44     38       1,250     1,260     51     45     38	
1,130     1,140     45     38     32       1,140     1,150     45     39     32       1,150     1,160     46     39     33       1,160     1,170     46     40     33       1,170     1,180     47     40     34       1,180     1,190     47     41     34       1,190     1,200     48     41     35       1,200     1,210     48     42     35       1,210     1,220     49     42     36       1,220     1,230     50     43     36       1,230     1,240     50     44     37       1,240     1,250     51     44     38       1,250     1,260     51     45     38	
1,140     1,150     45     39     32       1,150     1,160     46     39     33       1,160     1,170     46     40     33       1,170     1,180     47     40     34       1,180     1,190     47     41     34       1,190     1,200     48     41     35       1,200     1,210     48     42     35       1,210     1,220     49     42     36       1,220     1,230     50     43     36       1,230     1,240     50     44     37       1,240     1,250     51     44     38       1,250     1,260     51     45     38	
1,150     1,160     46     39     33       1,160     1,170     46     40     33       1,170     1,180     47     40     34       1,180     1,190     47     41     34       1,190     1,200     48     41     35       1,200     1,210     48     42     35       1,210     1,220     49     42     36       1,220     1,230     50     43     36       1,230     1,240     50     44     37       1,240     1,250     51     44     38       1,250     1,260     51     45     38	
1,160     1,170     46     40     33       1,170     1,180     47     40     34       1,180     1,190     47     41     34       1,190     1,200     48     41     35       1,200     1,210     48     42     35       1,210     1,220     49     42     36       1,220     1,230     50     43     36       1,230     1,240     50     44     37       1,240     1,250     51     44     38       1,250     1,260     51     45     38	
1,170     1,180     47     40     34       1,180     1,190     47     41     34       1,190     1,200     48     41     35       1,200     1,210     48     42     35       1,210     1,220     49     42     36       1,220     1,230     50     43     36       1,230     1,240     50     44     37       1,240     1,250     51     44     38       1,250     1,260     51     45     38	
1,180     1,190     47     41     34       1,190     1,200     48     41     35       1,200     1,210     48     42     35       1,210     1,220     49     42     36       1,220     1,230     50     43     36       1,230     1,240     50     44     37       1,240     1,250     51     44     38       1,250     1,260     51     45     38	
1,190     1,200     48     41     35       1,200     1,210     48     42     35       1,210     1,220     49     42     36       1,220     1,230     50     43     36       1,230     1,240     50     44     37       1,240     1,250     51     44     38       1,250     1,260     51     45     38	
1,200     1,210     48     42     35       1,210     1,220     49     42     36       1,220     1,230     50     43     36       1,230     1,240     50     44     37       1,240     1,250     51     44     38       1,250     1,260     51     45     38	
1,210     1,220     49     42     36       1,220     1,230     50     43     36       1,230     1,240     50     44     37       1,240     1,250     51     44     38       1,250     1,260     51     45     38	
1,220     1,230     50     43     36       1,230     1,240     50     44     37       1,240     1,250     51     44     38       1,250     1,260     51     45     38	
1,230     1,240     50     44     37       1,240     1,250     51     44     38       1,250     1,260     51     45     38	
1,240     1,250     51     44     38       1,250     1,260     51     45     38	
1,250 1,260 51 45 38 1,260 1,270 52 45 39	
1 1.260 1.270 52 45 39	
1 · · · · · · · · · · · · · · · · · · ·	
1,270 1,280 52 46 39	
1,280 1,290 53 46 40 1,290 1,300 53 47 40	
1,300 1,310 54 47 40 1,300 1,310 54 47 41	
1,300 1,310 54 47 41 1,310 1,320 54 48 41	
1,320 1,330 55 48 42	
1,330 1,340 55 49 42	
1,340 1,350 56 50 43	
1,350 1,360 57 50 44	
1,360 1,370 57 51 44	
1,370 1,380 58 51 45	
1,380 1,390 58 52 45	
1,390 1,400 59 52 46	
1,400 1,410 59 53 46	

5.4 PERCENT OF THE EXCESS OVER 1,410 PLUS					
1,410 AND OVER	59	53	46		

If the payroll is BI-WEEKLY:				Updated: 10/30/2020
he wages are: And the filing Status is:				
		Single or Married Filing Combined - Spouse Works or	Head of Household	Married Filing Combined - Spouse Doesn't Work
At Least	But Less Than	Married Filing Separate		0
0 505		0 0	0 0	0 0
520		1	0	0
535		1	0	0
550	565	1	0	0
565		2	0	0
580		2	0	0
595 610		2 3	0 0	0 0
625		3	0	0
640		4	0	0
655	670	4	0	0
670		5	0	0
685		5	0	0
700 715		6 6	0 0	0 0
730	i e	7	0	0
745		8	0	0
760	775	8	1	0
775		9	1	0
790 805		10 11	1 2	0 0
820		11	2	0
835		12	2	0
850		13	3	0
865	880	14	3	0
880		15	4	0
895		15	4	0
910 925		16 17	5 5	0 0
940		18	6	0
955		19	6	0
970		20	7	0
985		20	8	0
1,000 1,015		21 22	8 9	1 1
1,015		23	10	1
1,045		24	11	2
1,060	1,075	24	11	2
1,075			12	2
1,090	1,105	26	13	3
1,105 1,120	1,120 1,135	27 28	14 15	3 4
1,120	1,150	28	15	4
1,150	1,165	29	16	5
1,165	1,180	30	17	5
1,180			18	6
1,195 1,210	1,210 1,225	32 32	19 20	6 7
1,210			20	8
1,240		34	21	8
1,255	1,270	35	22	9
1,270		36	23	10
1,285		37 37	24	11
1,300 1,315		37 38	24 25	11 12
1,315	1,330		25 26	13
1,345	1,360	40	27	14
1,360	1,375	41	28	15
1,375	1,390	41	28	15

If the payrol	l is BI-WEEK	LY:		Updated: 10/30/2020
The wages are:		And the filing Status is:		
		Single		
		or Married Filing Combined - Spouse Works	Head of Household	Married Filing Combined - Spouse Doesn't Work
At Least	But Less Than	or Married Filing Separate		
1,390			29	16
1,405			30	17
1,420			31	18
1,435 1,450			32 32	19 19
1,465	1,480		33	20
1,480			34	21
1,495			35	22
1,510	1,525	49	36	23
1,525			37	23
1,540	1,555		37	24
1,555			38	25
1,570 1,585			39 40	26 27
1,600			41	27
1,600			41	28
1,630			42	29
1,645		56	43	30
1,660	1,675	57	44	31
1,675			45	32
1,690			45	32
1,705	1,720		46	33
1,720 1,735			47 48	34 35
1,750			49	36
1,765			49	36
1,780			50	37
1,795	1,810	64	51	38
1,810			52	39
1,825			53	40
1,840			54	40
1,855 1,870			54 55	41 42
1,885			56	43
1,900			57	44
1,915			58	44
1,930			58	45
1,945			59	46
1,960	1,975		60	47
1,975 1,990			61 62	48
1,990 2,005			62 62	49 49
2,003		76	63	50
2,035			64	51
2,050		78	65	52
2,065			66	53
2,080			66	53
2,095			67	54 55
2,110			68 60	55 56
2,125 2,140			69 70	56 57
2,155			71	57
2,170			71	58
2,185	2,200	85	72	59
2,200	2,215	86	73	60
2,215	2,230		74	61
2,230			75 75	62
2,245			75 76	62 63
2,260 2,275	2,275 2,290		76 77	63 64
2,273	2,305		77 78	65
2,305			79	66
2,320			79	66
			•	

5.4 PERCENT OF THE EXCESS OVER 2,335 PLUS					
2,335 AND OVER	92	79	66		

If the payrol	l is MONTHL	Y:		Updated: 10/30/2020
The wages are:		And the filing Status is:		Opuatea. 10/30/2020
-		Single or Married Filing Combined - Spouse Works or	Head of Household	Married Filing Combined - Spouse Doesn't Work
At Least	But Less Than	Married Filing Separate		^
0 1,020	,	0 0	0 0	0 0
1,050			0	0
1,080			0	0
1,110 1,140	1,140 1,170	1 2	0	0
1,140		2	0	0
1,200		3	0	0
1,230		4	0	0
1,260 1,290		<u>4</u> 5	0	0
1,320			0	0
1,350	1,380	7	0	0
1,380			0	0
1,410 1,440		<u>9</u> 10	0	0
1,470			0	0
1,500		12	0	0
1,530 1,560	1,560 1,590	13 14	0 0	0 0
1,590		16	0	0
1,620		17	1	0
1,650			1	0
1,680 1,710	1,710 1,740	20 21	2 3	0 0
1,710		23	3	0
1,770			4	0
1,800		26	5	0
1,830 1,860	1,860 1,890	28 29	6 7	0 0
1,890		31	7	0
1,920	1,950	32	8	0
1,950			9	0
1,980 2,010		36 37	10 12	0 0
2,040		39	13	0
2,070		41	14	0
2,100		42 44	15 17	0
2,130 2,160		44 45	17 18	1
2,190	2,220	47	19	2
2,220	2,250	49	21	2
2,250 2,280	2,280 2,310	50 52	22 24	3 4
2,280	2,310	52 53	24 25	4
2,340	2,370	55	27	5
2,370			29	6
2,400 2,430			30 32	7 8
2,460		62	33	9
2,490	2,520	63	35	10
2,520			37	11
2,550 2,580		66 68	38 40	12 13
2,610		70	42	15
2,640			43	16
2,670			45 46	17
2,700 2,730		75 76	46 48	19 20
2,760	2,790	78	50	22

If the payrol	l is MONTHL	Y:		Updated: 10/30/2020
The wages are:		And the filing Status is:		
		Single or Married Filing Combined - Spouse Works or	Head of Household	Married Filing Combined - Spouse Doesn't Work
At Least	But Less Than	Married Filing Separate		
2,790			51	23
2,820			53	25
2,850 2,880			55 56	26 28
2,910			58	29
2,940	2,970		59	31
2,970	3,000	89	61	33
3,000			63	34
3,030			64	36
3,060 3,090	3,090 3,120		66 67	38 39
3,090			69	41
3,150			71	42
3,180			72	44
3,210	3,240	102	74	46
3,240			76	47
3,270			77	49
3,300			79	50
3,330 3,360			80 82	52 54
3,390			84	55
3,420			85	57
3,450			87	59
3,480			89	60
3,510			90	62
3,540			92	63
3,570			93	65
3,600 3,630			95 97	67 68
3,660			98	70
3,690			100	72
3,720		130	102	73
3,750			103	75
3,780			105	76 70
3,810	3,840		106	78
3,840 3,870			108 110	80 81
3,900			111	83
3,930	3,960	141	113	84
3,960	3,990	143	114	86
3,990			116	88
4,020			118	89
4,050 4,080		147 149	119 121	91 93
4,080 4,110			121	93 94
4,140			124	96
4,170	4,200		126	97
4,200	4,230	156	127	99
4,230	4,260	157	129	101
4,260			131	102
4,290			132	104
4,320 4,350			134 136	106 107
4,380			137	107
4,410			139	110
	-			

5.4 PERCENT OF THE EXCESS OVER 4,440 PLUS					
4,440 AND OVER	167	139	110		

If the payroll is SEMI - MONTHLY:				Updated: 10/30/2020	
The wages are:					
		Single or Married Filing Combined - Spouse Works or	Head of Household	Married Filing Combined - Spouse Doesn't Work	
At Least 0	But Less Than 540	Married Filing Separate 0	0	0	
540			0	0	
555		1	0	0	
570	585 600	1 1	0 0	0 0	
585 600	615	1	0	0	
615	630	2	0	0	
630	645	2	0	0	
645 660	660 675	3 3	0 0	0 0	
675	690	3	0	0	
690			0	0	
705 720	720 735		0 0	0 0	
735	750	5	0	0	
750 765	765 700	6	0	0	
765 780	780 795	7 7	0 0	0 0	
795			0	0	
810	825	9	0	0	
825 840	840 855	9 10	1 1	0 0	
855			1	0	
870	885 900	11 12	2 2	0 0	
885 900	900	13	2	0	
915			3	0	
930			3	0	
945 960	960 975	15 16	4 4	0 0	
975	990	17	5	0	
990 1,005	1,005 1,020		5 6	0 0	
1,005			6	0	
1,035	1,050	20	7	0	
1,050 1,065			8 8	0 0	
1,080			9	1	
1,095			10	1	
1,110 1,125	1,125 1,140	24 25	10 11	1	
1,140	1,155	26	12	2	
1,155	1,170	27	13	2	
1,170 1,185	1,185 1,200	28 28	13 14	3 3	
1,200	1,215	29	15	3	
1,215	1,230	30	16	4	
1,230 1,245	1,245 1,260		17 18	4 5	
1,260	1,275	32	18	5	
1,275	1,290	33	19	6	
1,290 1,305			20 21	7 7	
1,305			22	8	
1,335	1,350	36	22	9	
1,350 1,365			23 24	9 10	
1,380			2 <del>4</del> 25	11	
1,395	1,410	40	26	12	
1,410	1,425	41	26	12	

If the payrol	l is SEMI - M	ONTHLY:		Updated: 10/30/2020
The wages are:		And the filing Status is:		
		Single or Married Filing Combined - Spouse Works or	Head of Household	Married Filing Combined - Spouse Doesn't Work
At Least	But Less Than	Married Filing Separate		
1,425	1,440	41	27	13
1,440 1,455	1,455 1,470		28 29	14 15
1,470	1,485		30	16
1,485	1,500	45	31	16
1,500	1,515	45	31	17
1,515	1,530	46	32	18
1,530	1,545	47	33	19
1,545 1,560	1,560 1,575	48 49	34 35	20 20
1,575	1,590	49	35	21
1,590	1,605	50	36	22
1,605	1,620	51	37	23
1,620	1,635	52	38	24
1,635	1,650	53	39	24
1,650			39	25
1,665	1,680		40	26
1,680 1,695	1,695 1,710	55 56	41 42	27 28
1,710	1,715	57	43	28
1,725	1,740	58	43	29
1,740	1,755	58	44	30
1,755	1,770		45	31
1,770	1,785	60	46	32
1,785	1,800	61 62	47	33
1,800 1,815	1,815 1,830		48 48	33 34
1,830	1,845		49	35
1,845	1,860		50	36
1,860	1,875	65	51	37
1,875	1,890	66	52	37
1,890	1,905	66	52	38
1,905 1,920	1,920 1,935	67 68	53 54	39 40
1,920	1,935	68 69	54 55	40 41
1,950	1,965	70	56	41
1,965	1,980	70	56	42
1,980	1,995		57	43
1,995	2,010	72 73	58 50	44 45
2,010 2,025	2,025 2,040	73 74	59 60	45 45
2,025 2,040	2,040 2,055	74 75	60	45 46
2,040	2,033	75 75	61	47
2,070	2,085	76	62	48
2,085	2,100	77	63	49
2,100	2,115	78	64	50
2,115		79 70	65 65	50 51
2,130 2,145	2,145 2,160		65 66	51 52
2,145 2,160	2,160 2,175	80 81	67	52
2,175			68	54
2,190	2,205	83	69	54
2,205	2,220	83	69	55
2,220			70	56
2,235	2,250	85 86	71 72	57 50
2,250	2,265	86	12	58

5.4 PERCENT OF THE EXCESS OVER 2,265 PLUS				
2,265 AND OVER	86	72	58	

